



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
**DEPARTMENT OF STATE**  
DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: WWW.DPR.DELAWARE.GOV

PUBLIC MEETING MINUTES:	<b>BOARD OF CLINICAL SOCIAL WORK EXAMINERS</b>
MEETING DATE AND TIME:	<b>Monday, April 16, 2012 at 9:00 a.m.</b>
PLACE:	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon Building
MINUTES APPROVED	05/21/2012

#### **MEMBERS PRESENT**

Fran Franklin, Professional Member, **President, Presiding**  
Rochelle Mason, Professional Member, **Vice President** (9:08 a.m. – adjournment)  
Sandra Bisgood, Public Member, **Secretary**  
Yen-Anh Gibson, Public Member  
Florienda Scott-Cobb, Professional Member  
Kyla Teed, Public Member  
Philip Thompson, Professional Member

#### **DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Eileen Heeney, Deputy Attorney General  
Shauna Slaughter, Administrative Specialist II  
Jessica Williams, Administrative Specialist II

#### **ALSO PRESENT**

John Shuford, NASW

#### **CALL TO ORDER**

Dr. Franklin called the meeting to order at 9:07 a.m.

#### **REVIEW AND APPROVAL OF MINUTES**

The Board reviewed the March 19, 2012 minutes for approval. Mr. Thompson made a motion, seconded by Ms. Bisgood, to approve the minutes as written. Motion unanimously carried.

#### **NEW BUSINESS**

##### **Review of Application to Sit for the ASWB Exam – Danielle Brown**

Ms. Scott-Cobb made a motion, seconded by Ms. Mason, to approve the application to sit for the ASWB Exam for Danielle Brown. Motion unanimously carried.

##### **Review of Application to Sit for the ASWB Exam – Jennifer Sellitto-Penoza**

Ms. Scott-Cobb made a motion, seconded by Ms. Mason, to approve the application to sit for the ASWB Exam for Jennifer Sellitto-Penoza. Motion unanimously carried.

Review of Application to Sit for the ASWB Exam – Christine Hoffman

Ms. Scott-Cobb made a motion, seconded by Ms. Mason, to approve the application to sit for the ASWB Exam for Christine Hoffman. Motion unanimously carried.

Review of Application to Sit for the ASWB Exam – Jaclyn Durant

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB Exam for Jaclyn Durant. Motion unanimously carried.

Review of Application to Sit for the ASWB Exam – Marc Gorum

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB Exam for Marc Gorum. Motion unanimously carried.

Review of Application to Sit for the ASWB Exam – Chandra Jackson

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to table the application to sit for the ASWB Exam for Chandra Jackson, for the exact number of supervisory hours and one to one hours, as the Board cannot interpret how many hours “+” is on the supervisory reference form. Motion unanimously carried.

Review of Application to Sit for the ASWB Exam – Michelle Rowland

Mr. Thompson made a motion, seconded by Ms. Mason, to approve the application to sit for the ASWB Exam for Michelle Rowland. Motion unanimously carried.

Review of Application to Sit for the ASWB Exam – Kathleen Seipel

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB Exam for Kathleen Seipel. Motion unanimously carried.

Review of Application for Licensure by Reciprocity – Jennifer Wheeler

Mr. Thompson made a motion, seconded by Ms. Scott-Cobb, to approve the application for licensure by reciprocity for Jennifer Wheeler. Motion unanimously carried.

**UNFINISHED BUSINESS**

Discussion Regarding Clarification of One to One Supervisory Hours

The Board clarified the requirements of one to one supervisory hours for applicants who are applying to sit for the exam. Until the proposed regulations are in effect, the applicant must have at least one hour per week of one on one supervision with their supervisor, during the period of supervision.

Mr. Thompson reiterated that it is ultimately the period of supervision which determines the minimum amount of one to one supervision. There is nothing in the statute that prohibits the time in which an individual obtains the supervision. If the Board has a question, they have the authority to request additional documentation. The Board discussed having random audits of

pending applications, which would require an individual to submit supervision logs.

Ms. Heeney advised the Board that a rule change would be necessary to require individuals to submit their supervision logs when they submit their application. If an individual began supervision at a certain time, they would need to maintain a log and submit the log and application together.

#### Review Draft Regarding Revisions to Statute and Rules and Regulations

The Board reviewed the proposed regulations which Ms. Heeney prepared regarding the required amount of one to one supervision. Ms. Scott-Cobb made a motion, seconded by Ms. Bisgood, to accept the proposed regulations and forward them to the Register of Regulations for publication. Motion unanimously carried.

The Board was provided with the most recent draft of the proposed statute which included multilevel licensure. The Board will review the documentation prior to the May 21, 2012 meeting, and will be prepared for discussion during that meeting.

#### Review Previously Tabled Application for Amber Miracle

The Board reviewed the previously tabled application for Amber Miracle. Ms. Williams advised the Board that she contacted the Florida Board for clarification regarding their "registered intern status". According to Florida, MSW's must be registered in order to accumulate their experience hours. Although Ms. Miracle was not registered, her supervisor, Ms. Kelly Sinn, was a registered intern. Ms. Williams was advised by the Florida Board that registered interns are not allowed to supervise another MSW. Ms. Williams provided the Florida Board with the information which was documented on the supervisory reference form which Ms. Sinn submitted.

The Board also reviewed correspondence from Ms. Miracle clarifying Ms. Sinn's status during the period of time in which the supervision occurred. She respectfully requested that the Board approve the hours that she accumulated under the supervision of Ms. Sinn who was an MSW at the time.

Mr. Thompson made a motion, seconded by Ms. Bisgood, to approve the application to sit for the ASWB Exam for Amber Miracle. Motion unanimously carried.

#### Sign Order from Proposal to Deny Hearing for Arneice Ritchie Held on January 9, 2012

The Board members affixed their signatures to the Order.

#### Status of Complaints

Ms. Williams advised the Board that complaint 31-02-10 has been closed.

#### Review Previously Tabled Application for Patricia Hannon

The Board reviewed the previously tabled application for Patricia Hannon. The Board reviewed additional documentation which was submitted regarding her supervision hours. Mr. Thompson made a motion, seconded by Ms. Scott-Cobb to approve Ms. Hannon for licensure by reciprocity. Motion unanimously carried.

#### **CORRESPONDENCE**

There was no correspondence.

### **OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

Mr. Thompson advised the Board that due to scheduling conflicts he will not be able to attend the ASWB Spring Education Meeting in Kentucky. Dr. Franklin and Ms. Williams will be representing Delaware.

Ms. Mason requested that the applications be sent to the Board contact earlier for review. Ms. Williams advised Ms. Mason, that if she would like, she can send applications for review on Monday's, but if an application is added to the amended agenda on the Friday before the meeting, it is sent to all Board members for review.

### **PUBLIC COMMENT**

Mr. Shuford advised the Board that the Annual Celebration was a success with 140 NASW members attending the ceremony. Dr. Franklin was recognized for being the longest continuous member of the NASW. Dr. Franklin advised the Board that the NASW is now offering scholarships to undergraduate students. Mr. Shuford stated that he was confused in regards to the proposed requirements for supervision, as well as the costs to obtain LCSW supervision and what the process would be for the credentialing of supervisors. He looks forward to reviewing the proposed draft of the regulations as well as the implementation of multi-level licensure.

Mr. Thompson asked Mr. Shuford if the NASW and the ASWB are considering collaborating on workshops or seminars. Mr. Shuford is unaware of any collaboration at this time. A suggestion will be made to the ASWB, once the Board finds an appropriate venue.

Mr. Thompson stated that Delaware should be considered as a place to have the ASWB's National Conference.

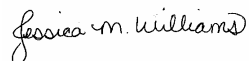
### **NEXT MEETING**

The next meeting will be held on May 21, 2012 at 9:00 a.m. in Conference Room A.

### **ADJOURNMENT**

Ms. Mason made a motion, seconded by Ms. Bisgood, to adjourn the meeting. Motion unanimously carried. There being no further business before the Board, the meeting adjourned at 10:41 a.m.

Respectfully submitted,



Jessica M. Williams, Administrative Specialist II  
Delaware Board of Clinical Social Work Examiners